

Board Meeting  
July 23-24, 2002

To request a Time Extension (TE) or Alternative Diversion Requirement (ADR), please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.


Mail completed documents to:

California Integrated Waste Management Board  
Office of Local Assistance, (MS 25)  
1001 I Street  
PO Box 4025  
Sacramento CA 95812-4025

### General Instructions:

For a Time Extension complete Sections I, II, III-A, IV-A, and V.

For an Alternative Diversion Requirement complete Sections I, II, III-B, IV-B and V.

Section I: Jurisdiction Information and Certification			
All respondents must complete this section.			
I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:			
Jurisdiction Name Portola Valley		County San Mateo	
Authorized Signature 		Title Town Administrator	
Type/Print Name of Person Signing Angela Howard	Date 5-16-02	Phone (650) 851-1700	
Person Completing This Form (please print or type) Richard Gertman Environmental Planning Consultants		Title Principal	
Phone (408)249-0691	E-mail Address rgertman@aol.com		Fax (408)249-0681
Mailing Address 1885 The Alameda, Suite 120	City San Jose	State CA	ZIP Code 95126

## Section II—Cover Sheet

This cover sheet is to be completed for each Time Extension (TE) or Alternative Diversion Requirement (ADR) requested.

### 1. Eligibility

Has your jurisdiction filed its Source Reduction and Recycling Element, Household Hazardous Waste Element, and Nondisposal Facility Element with the Board (must have been filed by July 1, 1998 if you are requesting an ADR)?

☐ No. If no, stop; not eligible for a TE or ADR.

☒ Yes. If yes, then eligible for a TE or ADR.

### 2. Specific Request and Length of Request

Please specify the request desired.

☒ **Time Extension Request**

Specific years requested 2000, 2001, 2002

Is this a second request? ☒ No ☐ Yes Specific years requested.                       
(Note: Requests for an additional extension will need to address why the jurisdiction's efforts to meet the 50% goal by the end of the first extension were not successful.)

☐ **Alternative Diversion Requirement Request (Not allowed for Regional Agencies).**

Specific ADR requested                     %, for the years                     

Is this a second ADR request? ☐ No ☐ Yes Specific ADR requested                     %, for the years                     

(Note: Requests for an additional ADR will need to address why the jurisdiction's efforts to meet 50% by the end of the first ADR period were not successful.)

**Note:** Extensions may be requested anytime by a jurisdiction, but will only be effective in the years from January 1, 2000 to January 1, 2006. An original request for a TE/ADR may be granted for any period up to three years and subsequent requests for TE/ADR may extend the original request or be based on new circumstances but the total number of years for all requests cannot total more than five years or extend beyond January 1, 2006.

### **Section IIIA—TIME EXTENSION**

**Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's progress in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.**

*Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIA-1).*

- 1. Why does your jurisdiction need more time to meet the 50% goal? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.**

Three factors have contributed to the Town not achieving the 50% goal by 2000:

1. The Disposal Reporting System data assigns wastes from a regional transfer station on a proportional basis to Portola Valley, even though no franchised waste is hauled to that facility.
2. The Town's long term garbage contract made it difficult to implement significant new diversion programs.
3. Diversion programs which were recently implemented were not in-place long enough to achieve the necessary results before the deadline.

- 2. Why does your jurisdiction need the amount of time requested? Describe any relevant circumstances in the jurisdiction that contribute to the need for a Time Extension.**

Programs which have already been implemented are projected to achieve the necessary diversion for the year 2002. Some of these program elements may not have been in place soon enough to achieve the 50% diversion in 2001.

**3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.**

1. The CIWMB approved a BYMR for Portola Valley for 1999, which raised the diversion rate from -43% to +27%.  
2. Portola Valley implemented a yard waste collection program in September 1999 to increase convenience as compared with the on-going residential greenwaste drop-off program. Residents can set out up to six 32-gallon cans of greenwaste every-other-week. Additional service available at extra charge to resident, and greenwaste drop-off is available at no additional charge. In the first 8 months of 1999, the Town diverted 115 tons of yard wastes, in the last 4 months of 1999, 118 tons were diverted. This increased to 377 tons in the year 2000. Board staff have projected that the Town's diversion rate for 2000 will be about 37%, 10% higher than in 1999, largely as a result of this program element.

3. Portola Valley implemented a construction and demolition debris diversion program in December of 2000. The Town passed an ordinance requiring contractors to divert at least 60% of the wastes generated from any building project requiring a Town permit. Because it started so late in the year, this program did not divert a significant amount of material until the year 2001. In 2000, the Franchised hauler disposed of 382 tons of debris box wastes at the Zanker Road Landfill in Santa Clara County. This facility has a diversion rate of almost 90%, so most of this tonnage was also diverted from disposal.

4. Portola Valley has signed a new franchise agreement for waste management services that will take effect on July 1, 2002. Under this new contract, all wastes collected by the hauler will be processed before being taken to landfill. Residential and commercial wastes will be collected in two streams: recyclables and compostables. The recyclables will be processed, and some residue will be landfilled. The compostables will be processed and composted, and the residue from that stream will be landfilled. All C&D materials collected by the franchisee will be processed. City Ordinance requires diversion of 60% of all C&D wastes generated.

The combination of the four programs described above will provide the necessary diversion for the Town to achieve a greater than 50% diversion rate in the year 2002.

5. The Town of Portola Valley participates in the San Mateo County county-wide public education programs in support of waste reduction.

The combination of the five programs described above will provide the necessary diversion for the Town to achieve a greater than 50% diversion rate in the year 2002.

**4. Provide any additional relevant information that supports the request.**

While the final numbers on all tons disposed in 2001 are not yet available, data from the Ox Mountain Landfill shows that the wastes disposed at that facility dropped from 4,516 tons in 2000 to 2,952 tons in 2001 – a 35% decrease in tons disposed at this facility.

## Section IV A—PLAN OF CORRECTION

A Plan of Correction is required by PRC Section 41820(a)(6)(B). The plan is fundamentally a description of the actions the jurisdiction will take to meet the 50% goal by the expiration of the Time Extension.

Attach additional sheets if necessary.

Residential %		48	Non-residential %		52
PROGRAM TYPE Please use the Board's Program Types. The Program Glossary is online at:  www.ciwmb.ca.gov/ LGCentral/PARIS/Codes/ Reduce.htm	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
Ordinances - construction and demolition debris diversion program	new	<p>The Town passed an ordinance, effective December 2000, that requires an owner/contractor pay a deposit at the time that they apply for a building permit. The amount of the deposit is based on the amount of waste projected to be generated. The deposit is refunded when the owner/contractor submits receipts showing that they have diverted at least 60% of the wastes generated from the project.</p> <p>Since the program was implemented compliance has been very high, based on the data provided by owners and contractors seeking return of their deposit.</p> <p>The diversion rate is estimated to have increased by 23% from 1% to 24%.</p>	no additional funding is required for this program	December, 2001	<p>24% (total diversion from new C&amp;D ordinance = 2% from existing programs and 22% from new programs).</p> <p>24% = 60% diversion of 40% of the total discards of 1999.</p>
Residential and commercial waste and recyclables collection	new	<p>On July 1, 2002 a new Franchise Agreement for the collection of wastes, recyclables and compostables will begin in Portola Valley. The new agreement establishes a collection system whereby no wastes will be hauled to landfill without being processed.</p> <p>The franchised hauler will collect recyclables in a single-stream from two or more 18-gallon bins provided to each residence at no charge. All collected recyclables will be processed at the GWR Charles Street MRF in San Jose.</p> <p>The franchised hauler will collect mixed compostables (yard wastes and garbage) in a single-stream from resident provided 32-gallon cans. The compostables will be off-loaded at the same MRF as the recyclables and transferred to the permitted Z-Best composting site in Santa Clara County. The compostables will be processed to remove contaminants, coarse shredded and placed in Ag-Bags for composting.</p> <p>Commercial customers will be provided 96-gallon wheeled carts or front loader bins for recyclables and compostables. The collected materials will be processed with the residential materials.</p> <p>All compostables (soiled paper, food waste, disposable diapers, wood and plant wastes, but also including drywall and glass fines) will be diverted from landfill.</p>	residential and commercial waste collection rates	July 2002	<p>48% (total diversion from new collection program) = 35% diversion from existing programs + 13% from new programs</p> <p>48% = 80% diversion of 60% of the wastestream</p>

Total Estimated Diversion Percent From New and/or Expanded Programs					35%
Current Diversion Rate Percent From Latest Annual Report					37%
Total Planned Diversion Percent Estimated					72%
<b>PROGRAMS SUPPORTING DIVERSION ACTIVITIES</b>					
<b>PROGRAM TYPE</b>	<b>NEW or EXPANDED</b>	<b>DESCRIPTION OF PROGRAM</b>			<b>DATE FULLY COMPLETED</b>

**Section V – PARIS**

Office of Local Assistance staff will be reviewing your Jurisdiction's Planning Annual Report Information System (PARIS) database printout as part of the evaluation of your request. Should the Jurisdiction have updates or revisions to the program implementation from the latest Annual Report submitted to the Board, please attach to the application the Jurisdiction's PARIS database printout showing updates or revisions.

*Contact your Office of Local Assistance Representative at (916) 341-6199 for a copy of PARIS, or go to the Board's website at [www.ciwmb.ca.gov/LGCentral/PARIS/](http://www.ciwmb.ca.gov/LGCentral/PARIS/).*

## Planning Annual Report Information System (PARIS)

Jurisdiction Waste Diversion Program and Diversion Rate  
Summary

## Jurisdiction Implemented Programs and Diversion Summary

## 2000, Portola Valley

Board Approved/Accepted Diversion Rate (%): **NR - No Rate:** Based on current data a diversion rate cannot be accurately determined due to inaccurate base year data, a board approved base year that is later than the report year or other issues

Component Name	Program Name
Source Reduction	Xeriscaping/Grasscycling Backyard and On-Site Composting/Mulching Business Waste Reduction Program Procurement Government Source Reduction Programs Material Exchange, Thrift Shops
Recycling	Residential Curbside Commercial On-Site Pickup School Recycling Programs Government Recycling Programs Special Collection Seasonal (regular)
Composting	Residential Curbside Greenwaste Collection Residential Self-haul Greenwaste Other Composting
Special Waste Materials	Tires White Goods Scrap Metal Wood Waste Concrete/Asphalt/Rubble
Public Education	Electronic (radio ,TV, web, hotlines) Print (brochures, flyers, guides, news articles) Outreach (tech assistance, presentations, awards, fairs, field trips) Schools (education and curriculum)
Policy Incentives	Economic Incentives Ordinances
Facility Recovery	MRF